



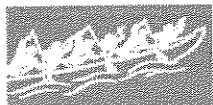
NEWSLETTER

Bringing personnel news to our City workforce.

Mufi Hannemann, Mayor
City & County of Honolulu

March 2006, No. 06-2

Kenneth Y. Nakamatsu, Director
Department of Human Resources



Employees' Retirement System of the State of Hawaii Hybrid Plan Election* Deadline is March 31, 2006

**Not all employees are being offered the choice to join the Hybrid Plan – Police Officers, Fire Fighters and Elected Officials are not eligible for this plan.*

All Eligible Employees Must Choose a Retirement Plan by March 31, 2006
Your election will be effective July 1, 2006 and cannot be changed after the deadline.

Hybrid Plan Booklet – Personalized booklets, mailed in November and December 2005, compare the estimated benefits and contributions under your current plan and the Hybrid Plan. Booklets also compare features of the two plans and point out advantages and disadvantages of each. (If you were hired after June 1, 2005 or were on leave without pay in June 2005, you should have received a generic booklet in January 2006.) If you need a booklet, call the Member Call Center toll-free at **1-866-972-4368**. Call today!

You can choose to stay in your current retirement plan (Noncontributory Plan or Contributory Plan), or switch to the new Hybrid Plan. **You must make a selection.** All eligible employees who were on board as of March 1, 2006 **MUST** make a decision to join or not join. Two ways to make your election:

- **Call the Member Call Center M-F: 9 a.m. – 6 p.m.**
Toll free: 1-866-972-4368
- **Go Online: www.ershybridplan.com**
(till midnight, March 31, 2006)

You will need your 11-digit member ID number to enroll (found at the top of page 6 of your Personalized Hybrid Plan booklet). If you do not have a member ID number, make your election by calling the Member Call Center. Two weeks after you make your election, you will receive a Confirmation Statement at your mailing address.

PRE-RETIREMENT PLANNING SEMINAR FOR GENERAL EMPLOYEES Thursday, April 27, 2006

The Pre-Retirement Planning Seminar is designed for employees who plan to retire within the next five years. This one-day seminar brings together speakers from the State Employees' Retirement System, Employer Union Trust Fund, ING (our deferred compensation provider), and the Social Security Administration. The next seminar is scheduled for **Thursday, April 27, 2006** from 8:00 a.m. - 4:00 p.m. in the Mission Memorial Auditorium. Contact your department training coordinator if you are interested in attending this all day class.



(NOTE: Sworn police personnel and uniformed fire personnel should inquire with their respective training coordinators about a pre-retirement seminar specifically targeted for their needs.)

MID-CAREER PLANNING SEMINAR (Planning for a Comfortable Secure Retirement) Friday, May 12, 2006

This session provides employees with information that will assist them in planning and preparing for a fulfilling retirement.

Participants will learn how to define their financial goals from their dreams; manage their cash flow and debt; plan for a comfortable retirement by having enough income; invest their money to minimize risk and maximize return through various investment strategies; and provide for long-term care needs in their later retirement years. Includes a brief overview of the Employees' Retirement System and Social Security Benefits. The next seminar is scheduled for **Friday, May 12, 2006** from 8:00 a.m. - 4:00 p.m. in the Civil Service Conference Room. Contact your department training coordinator if you are interested in attending this all day class.

CITY JOBS AVAILABLE

The City has departments and agencies with interesting jobs and challenging career opportunities in a variety of occupations such as:



- Arborist & Horticulturist
- Building Permit Clerk I
- Civil Engineer I-VI
- Data Processing Systems Analyst II/III
- Fleet Mechanic III
- Plant Electrical/Electronic Equipment Repairer
- Plumber



Also, applications are still being accepted for the *City's annual College Student Summer Employment Program* for the Department of Parks and Recreation's Summer Fun Program.

Applications are available online and at the Department of Human Resources 650 South King Street, 10th Floor (Honolulu Municipal Building – valid photo I.D. required upon entrance). Office hours are: 7:45 a.m. to 4:30 p.m., Monday – Friday, call 523-4301. For complete requirements and to apply, or to view other jobs, visit our website at www.honolulu.gov/hr.

EMPLOYEE ID NUMBERS

Did you know you have an employee ID number? You can find it on the corner of your paystub. All employees have been issued an employee ID number and this number is being used in lieu of your social security number. You may want to keep this number readily available.

Is your personal and personnel information current?



Review and update, if necessary, the following benefits or other personnel information (or personal) information, if necessary:

EMPLOYEE'S DESIGNATION OF BENEFICIARY (BFS-T-02, Rev. 8/03)

This form authorizes the Department of Budget and Fiscal Services to pay the beneficiary all accumulated vacation pay and unpaid wages at the time of the employee's death.

Hawaii Employer-Union Health Benefits Trust Fund (EUTF), Aetna Life Insurance Company

Designation of Beneficiary

If you have life insurance from the EUTF, you may wish to update your beneficiary information.

Tuesday, March 21, 2006

11:00 a.m. to 12:00 p.m.

at the Civil Service Conference Room
(Across the Mission Memorial Auditorium)

Division of Elderly Affairs Presents:

"Prepare for the Worst and Expect the Best--Legal Tools for Planning for the Future"

University of Hawai'i Elder Law Program (UHELP)

James H. Pietsch (Attorney and Professor of Law) will talk about the importance of legal planning for the future—for yourselves and for family members for whom you may be a caregiver. It is never too soon to start planning and this presentation will give you an idea of some of the basic legal tools elder law attorneys utilize in planning for the future.



Topics to be discussed:

Planning for Death and Incapacity

Estate Planning, Including Wills and Trusts

Planning for Incapacity, Including Powers of Attorney and Advance Directives

Caregiving, Including Long-Term-Care Financing

Legal Issues in Hiring a Caregiver, Including Elder Abuse

Financing Long-Term-Care Options, Including Medicaid

Department of Human Resources • Job Information Center • 650 South King Street, 10th Floor

Hours: 7:45 A.M. To 4:30 P.M. • 24-Hour Job Information Line: 523-4301

Visit our website at: www.honolulu.gov/hr